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MEMORANDUM

TO: Program Directors & Staff
Court Alcohol and Drug Programs

FROM: Bill Carey, Administrator
Court Alcohol and Drug Program

DATE: October 17, 2002

RE: Frequently Asked Questions on Substance Abuse Education

In an effort to provide more consistent program policy concerning our substance abuse education courses, the following answers to frequently asked questions are provided to you along with a copy of the 10/17/02 draft of 2002 proposed amendments to Section 31 of our Rules. **Answers listed below are tied to this draft.**

1. What is the guiding regulation for substance abuse education curricula for Court A&D Programs?

Ans. Section 31 of the Rules for Court Alcohol and Drug Programs regulates substance abuse education curricula for Court A&D Programs.

2. What are the education standards for substance abuse courses?

Ans. Section 31(f) of the Rules lists the standards for the three substance abuse education courses that are recognized as appropriate for clients of court alcohol and drug programs.

3. Does IJC tell programs what substance abuse education courses they must offer?

Ans. IJC does not tell any court program what education courses they must offer. The decision of what education courses a participating program wishes to offer is a function for each individual program to decide. However, if a program offers substance abuse education, Section 31(b)-(d) of the Rules outlines the requirements programs need to follow in having IJC approve their substance abuse courses. IJC will be happy to consult with a judge or program director on the issue, if requested.

4. Why does IJC have to approve substance abuse education courses?

Ans. The Court Alcohol and Drug Program Advisory Committee (CADPAC) and its Education Subcommittee, felt it was necessary to increase uniformity and consistency in court substance abuse education courses throughout the state. This allows other states and other programs, within the state, to have an understanding of the parameters of our education courses when they wish to transfer a client to a Court A&D Program.

5. What is the approval process for substance abuse education courses?

Ans. Section 31(c)&(d) of the Rules list the procedures for having substance abuse education courses approved. Section 31(e) provides the appeals process if IJC disapproves a substance abuse education course.

6. What courses have been pre-approved by IJC?

Ans. The 12-hr. *Prime For Life-Indiana* substance abuse education course and the 20-hr. *Prime For Life-Indiana* substance abuse intervention course are on track to become the first IJC pre-approved curricula. They have undergone a 21-month pilot program review (courtesy of a \$ 100,000 Indiana Criminal Justice Institute Grant) that is expected to end in November 2002.

7. Will other courses be pre-approved by IJC?

Ans. IJC anticipates that programs or other entities will submit other curricula for IJC evaluation and approval. IJC is working on developing guidelines for such a process. A list of pre-approved curricula will be generated and made available to programs per Section 31(d) of the Rules.

8. If either of the *Prime For Life-Indiana* curricula is used by a program, must a client complete it prior to going to treatment?

Ans. Whether a client is to complete *Prime For Life-Indiana* or any education course prior to treatment is a matter to be determined by the individual program through their assessment process. Such procedures are the domain of the individual program.

9. Is there a statewide contract or agreement in regards to *Prime For Life-Indiana*?

Ans. No. The agreement on use of *Prime For Life-Indiana* is covered under a written agreement signed by the contractor/provider (PRI) and the individual program. This standard agreement for all Indiana Court A&D Programs, has been reviewed by IJC, but its signing is a matter for each program to determine.

10. Why do clients have to pay a \$ 30 study guide fee?

Ans. The \$ 30 study guide fee covers the contractor's costs for providing the following services to court programs:

- cost of study guide to be given to and used by each client
- initial 4-day curriculum training of program staff and instructors
- follow-up 2-day skill-building training of program instructors
- annual continuing education of instructors
- curriculum updates provided by the contractor
- research updates provided by the contractor
- other support features provided by the contractor (newsletter, Master Instructor Program, reports from other states, etc.)

11. What equipment needs to be provided by court programs to implement *Prime For Life-Indiana*?

Ans. A classroom with seating for 15-30 students, a DVD player, a compatible Television and a writing board are the primary equipment needs for teaching *Prime For Life-Indiana*.

12. How many students should be in a *Prime For Life- Indiana* class?

Ans. Class size is determined by the individual program and is usually dependent upon the capabilities of the classroom and instructor. The recommendation of the curriculum developer is to have 12-16 students per class.

13. Do instructors have to be certified or approved by IJC?

Ans. No. Instructors are selected and approved by individual programs. However, instructors teaching the *Prime For Life-Indiana* curricula must be trained and certified by the contractor in order to teach their curricula. Section 31(g) of the Rules lists minimum requirements that are to be considered by individual programs in hiring instructors.

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